



National Defence

Défense nationale

National Defence Headquarters  
Ottawa, Ontario  
K1A 0K2

Quartier général de la Défense nationale  
Ottawa (Ontario)  
K1A 0K2

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

brooke.monette@forces.gc.ca

**Proposal To: National Defence Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached here to, the goods and services listed herein and on any attached sheets at the price(s) set out therefore.

**Proposition à: Défense nationale Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

<b>Title/Titre</b> Ruggedized travel cases and backpacks with foam inserts for the transport of Information Management/ Information Technology (IM/IT) equipment for Canadian Armed Forces (CAF) Deployable Networks.		<b>Solicitation No – N° de l’invitation</b>  W8474-207946	
<b>Date of Solicitation – Date de l’invitation</b> <b>3 Dec 2019</b>			
<b>Address Enquiries to – Adresser toutes questions à</b>  <a href="mailto:brooke.monette@forces.gc.ca">brooke.monette@forces.gc.ca</a>			
<b>Telephone No. – N° de téléphone</b> <b>819-939-8549</b>		<b>FAX No – N° de fax</b>	
<b>Destination</b>			

**Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.**

**Instructions: Les taxes municipales ne s’appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d’accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.**

**Solicitation Closes –  
L’invitation prend fin**

At – à : 14:00 EST

On - le : 14 Jan 2020

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Vendor Name and Address - Raison sociale et adresse du fournisseur	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
Name/Nom _____	Title/Titre _____
Signature _____	Date _____

## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Requirement at Annex "A", the Basis of Payment at Annex "B" and the Electronic Payment Instruments at Annex "C"

### **1.2 Summary**

The Department of National Defence (DND) 7 Comm Group, J6 Deployed Services Section requires a multi-year contract, providing ruggedized travel cases and backpacks with foam inserts.

The resulting contract will include initial deliverables, and optional deliverables for a period until 31 March 2022.

Delivery of the items is within Ottawa, Ontario.

#### **1.2.1 Trade Agreements**

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

### **1.3 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

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## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2019-03-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

- a) Section 02, Procurement Business Number is deleted in its entirety
- b) Section 08, Transmission by facsimile or by epost Connect is delete in its entirety
- c) Section 20, Delete sub-section 2

### **2.2 Submission of Bids**

Unless specified otherwise in the RFP or otherwise directed by the Contracting Authority, bids must be submitted to the Department of National Defence organization by electronic mail by the date, time and to the email address indicated on page 1 of the solicitation.

Electronic Submissions: Individual e-mails that may include certain scripts, formats, embedded macros and/or links, or those that exceed five (5) megabytes may be rejected by Canada's e-mail system and/or firewall(s) without notice to the Bidder or Contracting Authority. Larger bids may be submitted through more than one e-mail. Canada will confirm receipt of documents. It is the Bidder's responsibility to ensure that their entire submission has been received. Bidders should not assume that all documents have been received unless Canada confirms receipt of each document. In order to minimize the potential for technical issues, bidders are requested to allow sufficient time before the closing date and time to confirm receipt. Bid documents submitted after the closing time and date will not be accepted.

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

### **2.4 Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

## **2.5 Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted.

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I:        Technical Bid (one (1) soft copy, pdf or scanned image)  
 Section II:       Financial Bid (one (1) soft copy, pdf or scanned image)  
 Section III:      Certifications (one (1) soft copy, pdf or scanned image)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

#### **Section I: Technical Bid**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

#### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment at Annex "B".

#### **Electronic Payment of Invoices – Bid**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "C" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "C" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

**Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

**SACC Manual Clauses****Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

**PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION****4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the "technical" and "financial" evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

**4.1.1 Technical Evaluation****4.1.1.1. Mandatory Technical Criteria**

For the required items under Annex "A", the Bidder must propose travel cases, backpacks and foam inserts which conform to the Mandatory Technical Criteria.

The bidder must indicate in their technical proposal how their proposed product meets each of the mandatory technical criteria.

<b>MTC #</b>	<b>Mandatory Technical Criteria (MTC) Ruggedized Travel Case One</b>
<b>MTC1</b>	<ul style="list-style-type: none"> <li>a. The body must be made from Injection Molded high performance resin.</li> <li>b. The latch must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.</li> <li>c. The latch design must be of a two stage design (push and pull – not a trigger latch).</li> <li>d. The O-Ring that seals the lid and main body must be made of silicone sponge.</li> <li>e. The hinge pins must be made of stainless steel or aluminum.</li> <li>f. The purge body must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.</li> <li>g. The purge Vent must be made of Gortex membrane.</li> <li>h. The purge O-Ring must be Buna-N, 50-60 Durometer Shore A.</li> <li>i. The lid depth must be 2.00" (5.1cm).</li> <li>j. The bottom depth must be 10.70" (27.2cm).</li> <li>k. The total Depth must be 12.7" (32.3cm).</li> </ul>

MTC #	Mandatory Technical Criteria (MTC) Ruggedized Travel Case One
	<ul style="list-style-type: none"> <li>i. The opening Internal dimensions must be 22.00"L x 17.00"W x 12.70"D.</li> <li>m. The internal volume must be 2.75ft<sup>3</sup> (0.078 m<sup>3</sup>).</li> <li>n. The weight without foam must not exceed 18.50 lbs (8.4 kg).</li> <li>o. The minimum operation temperature must be at least -20°f (-29°c).</li> <li>p. The maximum operation temperature must be at least 140°f (60°c).</li> <li>q. The handle must be extendable.</li> <li>r. The case must meet certifications Mil-STD-810F, ATA 300 and FED-STD-101C.</li> <li>s. The case must be black in colour.</li> </ul>

MTC #	Mandatory Technical Criteria (MTC) Ruggedized Travel Case Two
<b>MTC2</b>	<ul style="list-style-type: none"> <li>a. The body must be made from Injection Molded high performance resin.</li> <li>b. The latch must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.</li> <li>c. The latch must be of a two stage design (push and Pull – not a trigger latch).</li> <li>d. The O-Ring that seals the lid and main body must be made of Silicone Sponge.</li> <li>e. The hinge pins must be made of stainless steel or aluminum.</li> <li>f. The purge body must be made from Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.</li> <li>g. The purge vent must be made from Gortex membrane.</li> <li>h. The purge O-Ring must be Buna-N, 50-60 Durometer Shore A.</li> <li>i. The lid depth must be: 2.00" (5.1cm).</li> <li>j. The bottom depth must be 11.80" (30cm).</li> <li>k. The total depth must be 13.8" (35.1cm).</li> <li>l. The opening Internal Dimensions must be 29.00"L x 18.00"W x 13.80"D.</li> <li>m. The internal volume must be 4.17ft<sup>3</sup> (0.118 m<sup>3</sup>).</li> <li>n. The weight without foam must not exceed 22.80 lbs (10.3 kg).</li> <li>o. The minimum operation temperature must be at least -20°f (-29°c).</li> </ul>

MTC #	Mandatory Technical Criteria (MTC) Ruggedized Travel Case Two
	<p>p. The maximum operation temperature must be at least 140°f (60°c).</p> <p>q. The handle must be extendable.</p> <p>r. The case must meet certifications Mil-STD-810F, ATA 300 and FED-STD-101C.</p> <p>s. The case must be black in colour.</p>

MTC #	Mandatory Technical Criteria (MTC) Backpack
<b>MTC3</b>	<p>a. The Case Dimensions of the main bag must be 20" x 13.5" x 9".</p> <p>b. The backpack must include an Auxiliary attachable bag measuring 16.5" x 12" x 5.75".</p> <p>c. The backpack must have a capacity of 3112 CI (cubic inches).</p> <p>d. The fabric of the backpack must be Hex Ripstop 400 x 400D poly / Polyurethane.</p> <p>e. The backpack must be made from at least 600 density poly / Polyurethane.</p> <p>f. The backpack must incorporate a removable front daypack with zippered accessory pocket.</p> <p>g. The backpack must incorporate hidden padded backpack straps, storable behind zippered back panel.</p> <p>h. The main compartment must have a book-style opening.</p> <p>i. The backpack must incorporate a recessed, telescoping handle system.</p> <p>j. The backpack must be a dark colour.</p>

MTC #	Mandatory Technical Criteria (MTC) Foam Insert for Backpack
<b>MTC4</b>	<p>a. The foam must have a compression deflection at 25% not to exceed 13.6 psi.</p> <p>b. The foam must have a density of at least 2.8 pcf.</p> <p>c. The foam must have a tensile strength of at least 81.2 psi.</p> <p>d. The foam must have a minimum tear resistance 6.56 lbs/in.</p> <p>e. The foam must be closed cell.</p> <p>f. The foam must meet or exceed ISO 2896:2001 Ed3 for water absorption.</p>

MTC #	Mandatory Technical Criteria (MTC) Foam Insert for Backpack
	<p>g. The foam must be low density, light weight, polyurethane cross linked foam.</p> <p>h. If layers are used during manufacture, the layers must be permanently bonded together on all contact surfaces and must be gapless.</p> <p>i. The foam must be CNC precision cut with repeatable tolerances to the specifications outlined within the CAD drawings at Appendix 1.</p> <p>j. The foam must have a smooth finish and have no loose particles or debris.</p> <p>k. The foam must be grey or black in colour.</p> <p>l. The dimensions of the backpack insert for the HP 820p Laptop must be as stated within figure 1 at Appendix 1 to the Requirement at Annex A.</p> <p>m. The dimensions of the backpack insert for the Sierra Wireless drawing must be as detailed within figure 2 at Appendix 1 to the Requirement at Annex A.</p> <p>n. The dimensions of the backpack insert for the GETAC S400 Laptop must be as detailed within figure 3 at Appendix 1 to the Requirement at Annex A.</p>

#### 4.1.2 Financial Evaluation

##### 4.1.2.1 Mandatory Financial Criteria

The price of the bid will be evaluated as follows:

Bidders must submit firm prices Delivery Duty Paid (DDP) Incoterms 2010, Canadian customs duties and excise taxes included, and the applicable taxes excluded.

The financial proposals will be evaluated in Canadian currency. Pricing submitted in foreign currency will be converted to Canadian dollars based on the exchange rate provided by the Bank of Canada at noon on the date of RFP closing.

Exchange rate fluctuation protection is not offered for this requirement. Any request for exchange rate fluctuation protection will not be considered and will render the bid non-responsive.

#### 4.2 Basis of Selection

##### 4.2.1 Mandatory Technical Criteria

SACC Manual Clause A0031T (2010-08-16), Basis of Selection – Mandatory Technical Criteria

### PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.



The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

## **5.1 Certifications Required with the Bid**

Bidders must submit the following duly completed certifications as part of their bid.

### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the Integrity declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

## **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

### **5.2.1 Integrity Provisions – Required Documentation**

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid list at the time of contract award.

## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **6.1 Security Requirements**

There is no security requirement associated with this bid solicitation.

## **PART 7 - RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### **7.1 Requirement**

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

### **7.1.1 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### **7.2 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### **7.2.1 General Conditions**

2030 (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract, with the following modification:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

### **7.3 Security Requirements**

There is no security requirement applicable to the Contract.

### **7.4 Term of Contract**

#### **7.4.1 Period of the Contract**

The period of the Contract is from date of Contract to 31 March 2022 inclusive.

#### **7.4.2 Delivery Date**

All the deliverables must be received on or before 31 March 2020.

#### **7.4.3 Delivery Points**

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

### **7.5 Authorities**

#### **7.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Brooke Monette  
Title: DES Proc 4-2-3  
Department of National Defence  
Directorate: DES Proc

Address: 101 Colonel By Drive, Ottawa ON, K1A 0A2

Telephone: 819-939-8549

E-mail address: brooke.monette@forces.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### **7.5.2 Project Authority (Information to be provided at contract award)**

The Project Authority for the Contract is:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_

Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_

E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **7.5.3 Contractor's Representative (Information to be provided at contract award)**

## **7.6 Payment**

### **7.6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in Annex "B" for a cost of \$\_\_\_\_\_. Customs duties are included, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### **7.6.2 Payment – Multiple Payments**

SACC Manual clause H1001C (2008-05-12) – Multiple Payments

### **7.6.3 SACC Manual Clauses**

SACC Manual clause C2000C (2007-11-30) Taxes – Foreign-based Contractor

#### **7.6.4 Electronic Payment of Invoices – Contract**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

#### **7.7 Invoicing Instructions**

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the following address for certification and payment.

Department of National Defence  
101 Colonel By Drive  
Ottawa, ON  
K1A 0A2  
ATTN: Brooke Monette DES Proc 4-2-3, HDV

#### **7.8 Certifications and Additional Information**

##### **7.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

##### **7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

#### **7.9 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

### 7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2030 (2018-06-21), General Conditions - Higher Complexity - Goods;
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award:*", as clarified on \_\_\_\_\_ " **or** ",as amended on \_\_\_\_\_" *and insert date(s) of clarification(s) or amendment(s)*).

### 7.11 Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

### 7.12 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance

### 7.13 Shipping Instructions – Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) Destination to the delivery address specified in Annex "A", as per the Incoterms 2000 for shipments from a commercial contractor.

**ANNEX "A"**  
**REQUIREMENT**

**1. TITLE**

Ruggedized travel cases and backpacks with foam inserts for the transport of Information Management/ Information Technology (IM/IT) equipment for Canadian Armed Forces (CAF) Deployable Networks.

**2. BACKGROUND**

The 7 Communication Group (7 Comm Group), J6 Deployed Services Section (J6 DSS) of Department of National Defence (DND) is the design authority for CAF deployed networks. The systems are designed to be deployable by military and civilian transport and must be compliant with commercial aviation standards for checked baggage. The ruggedized travel cases and backpacks including foam inserts will be used to securely transport IT equipment deployed aboard both military and commercial vessels, under canvas and in hotel environments.

**3. OBJECTIVE**

The 7 Comm Group, J6 DSS requires a multi-year contract, providing ruggedized travel cases in two (2) different sizes and backpacks with foam inserts as detailed in section 4.

**4. REQUIREMENTS**

The Contractor must provide ruggedized travel cases, backpacks and foam inserts in accordance with the specifications detailed within this section.

**4.1 Ruggedized Travel Case Requirements:**

The ruggedized travel cases must meet the below specifications at 4.1.1 and 4.1.2.

**4.1.1 Ruggedized Travel Case One Specifications**

- a. The body must be made from Injection Molded high performance resin.
- b. The latch must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.
- c. The latch design must be of a two stage design (push and pull – not a trigger latch).
- d. The O-Ring that seals the lid and main body must be made of silicone sponge.
- e. The hinge pins must be made of stainless steel or aluminum.
- f. The purge body must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.
- g. The purge Vent must be made of Gortex membrane.
- h. The purge O-Ring must be Buna-N, 50-60 Durometer Shore A.
- i. The lid depth must be 2.00" (5.1cm).
- j. The bottom depth must be 10.70" (27.2cm).
- k. The total Depth must be 12.7" (32.3cm).
- l. The opening Internal dimensions must be 22.00"L x 17.00"W x 12.70"D.
- m. The internal volume must be 2.75ft<sup>3</sup> (0.078 m<sup>3</sup>).
- n. The weight without foam must not exceed 18.50 lbs (8.4 kg).
- o. The minimum operation temperature must be at least -20°f (-29°c).
- p. The maximum operation temperature must be at least 140°f (60°c).
- q. The handle must be extendable.
- r. The case must meet certifications Mil-STD-810F, ATA 300 and FED-STD-101C.
- s. The case must be black in colour.

#### 4.1.2 Ruggedized Travel Case Two Specifications

- a. The body must be made from Injection Molded high performance resin.
- b. The latch must be made of Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.
- c. The latch must be of a two stage design (push and Pull – not a trigger latch).
- d. The O-Ring that seals the lid and main body must be made of Silicone Sponge.
- e. The hinge pins must be made of stainless steel or aluminum.
- f. The purge body must be made from Polybutylene Terephthalate (PBT) or Polyester / Polycarbonate blend.
- g. The purge vent must be made from Gortex membrane.
- h. The purge O-Ring must be Buna-N, 50-60 Durometer Shore A.
- i. The lid depth must be: 2.00" (5.1cm).
- j. The bottom depth must be 11.80" (30cm).
- k. The total depth must be 13.8" (35.1cm).
- l. The opening Internal Dimensions must be 29.00"L x 18.00"W x 13.80"D.
- m. The internal volume must be 4.17ft<sup>3</sup> (0.118 m<sup>3</sup>).
- n. The weight without foam must not exceed 22.80 lbs (10.3 kg).
- o. The minimum operation temperature must be at least -20°f (-29°c).
- p. The maximum operation temperature must be at least 140°f (60°c).
- q. The handle must be extendable.
- r. The case must meet certifications Mil-STD-810F, ATA 300 and FED-STD-101C.
- s. The case must be black in colour.

#### 4.2 Backpack and Foam Insert Requirements:

The Backpacks and Foam Inserts must meet the below specifications as detailed within sections 4.2.1 and 4.2.2. Three (3) separate types of XLPE LD45 Foam Inserts are required. CNC foam cutting diagrams which detail the required dimension specifications are provided at Appendix 1 to the requirement.

##### 4.2.1 Backpack Specifications

- a. The Case Dimensions of the main bag must be 20" x 13.5" x 9".
- b. The backpack must include an Auxiliary attachable bag measuring 16.5" x 12" x 5.75".
- c. The backpack must have a capacity of 3112 CI (cubic inches).
- d. The fabric of the backpack must be Hex Ripstop 400 x 400D poly / Polyurethane.
- e. The backpack must be made from at least 600 density poly / Polyurethane.
- f. The backpack must incorporate a removable front daypack with zippered accessory pocket.
- g. The backpack must incorporate hidden padded backpack straps, storable behind zippered back panel.
- h. The main compartment must have a book-style opening.
- i. The backpack must incorporate a recessed, telescoping handle system.
- j. The backpack must be a dark colour.

#### 4.2.2 Foam Insert for Backpack Specifications

- a. The foam must have a compression deflection at 25% not to exceed 13.6 psi.
- b. The foam must have a density of at least 2.8 pcf.
- c. The foam must have a tensile strength of at least 81.2 psi.
- d. The foam must have a minimum tear resistance 6.56 lbs/in.
- e. The foam must be closed cell.
- f. The foam must meet or exceed ISO 2896:2001 Ed3 for water absorption.
- g. The foam must be low density, light weight, polyurethane cross linked foam.
- h. If layers are used during manufacture, the layers must be permanently bonded together on all contact surfaces and must be gapless.
- i. The foam must be CNC precision cut with repeatable tolerances to the specifications outlined within the CAD drawings at Appendix 1.
- j. The foam must have a smooth finish and have no loose particles or debris.
- k. The foam must be grey or black in colour.
- l. The dimensions of the backpack Insert for the HP 820p Laptop must be as stated within figure 1 at Appendix 1 to the Requirement.
- m. The dimensions of the backpack Insert for the Sierra Wireless drawing must be as detailed within figure 2 at Appendix 1 to the Requirement.
- n. The dimensions of the backpack Insert for the GETAC S400 Laptop must be as detailed within figure 3 at Appendix 1 to the Requirement.

#### 4.3 Deliverables

##### 4.3.1 Initial Deliverables

This section identifies the number of cases, backpacks and foam required for delivery upon contract award.

Quantity	Deliverable Type
25	Ruggedized Travel Case One
63	Ruggedized Travel Case Two
55	Backpack
55	Foam Insert as per figure 1 at Appendix 1 to the Requirement
55	Foam Insert figure 2 at Appendix 1 to the Requirement
55	Foam Insert figure 3 at Appendix 1 to the Requirement



#### 4.3.2 Optional Deliverables, Year One

This section identifies the number of cases, backpacks and foam inserts that may be purchased in the first option year.

Quantity	Deliverable Type
Up to 25	Ruggedized Travel Case One
Up to 63	Ruggedized Travel Case Two
Up to 55	Backpack
Up to 55	Foam Insert as per figure 1 at Appendix 1 to the Requirement
Up to 55	Foam Insert as per figure 2 at Appendix 1 to the Requirement
Up to 55	Foam Insert as per figure 3 at Appendix 1 to the Requirement

#### 4.3.3 Optional Deliverables, Year Two

This section identifies the number of cases, backpacks and foam that may be purchased in the second option year.

Quantity	Deliverable Type
Up to 25	Ruggedized Travel Case One
Up to 63	Ruggedized Travel Case Two
Up to 55	Backpack
Up to 55	Foam Insert as per figure 1 at Appendix 1 to the Requirement
Up to 55	Foam Insert as per figure 2 at Appendix 1 to the Requirement
Up to 55	Foam Insert as per figure 3 at Appendix 1 to the Requirement

## **5 OTHER TERMS AND CONDITIONS**

### **5.1 Contractor's Obligations**

#### **5.1.1 Confirmation of Foam Insert Dimensions**

Prior to production of foam inserts for the backpack, the Contractor must provide the DND Technical Authority with foam insert samples in order to verify that the dimensions of the inserts meet DND's requirements. Upon receipt of the foam insert sample, the DND Technical Authority will respond in writing within five (5) business days in order to confirm the dimensions. Only after written confirmation from the DND Technical Authority is received by the Contractor, may the Contractor begin production of the foam inserts.

Samples must be mailed to the following address: (to be provided at contract award)

#### **5.1.2 Delivery Address** (Specific contact information to be added at Contract award)

Royal Moving & Storage  
2370 Walkley Road, Unit 120  
Ottawa ON  
K1G 4H9

Appendix 1 to Requirement

Figure 1

Backpack Insert, HP 820p Laptop drawing

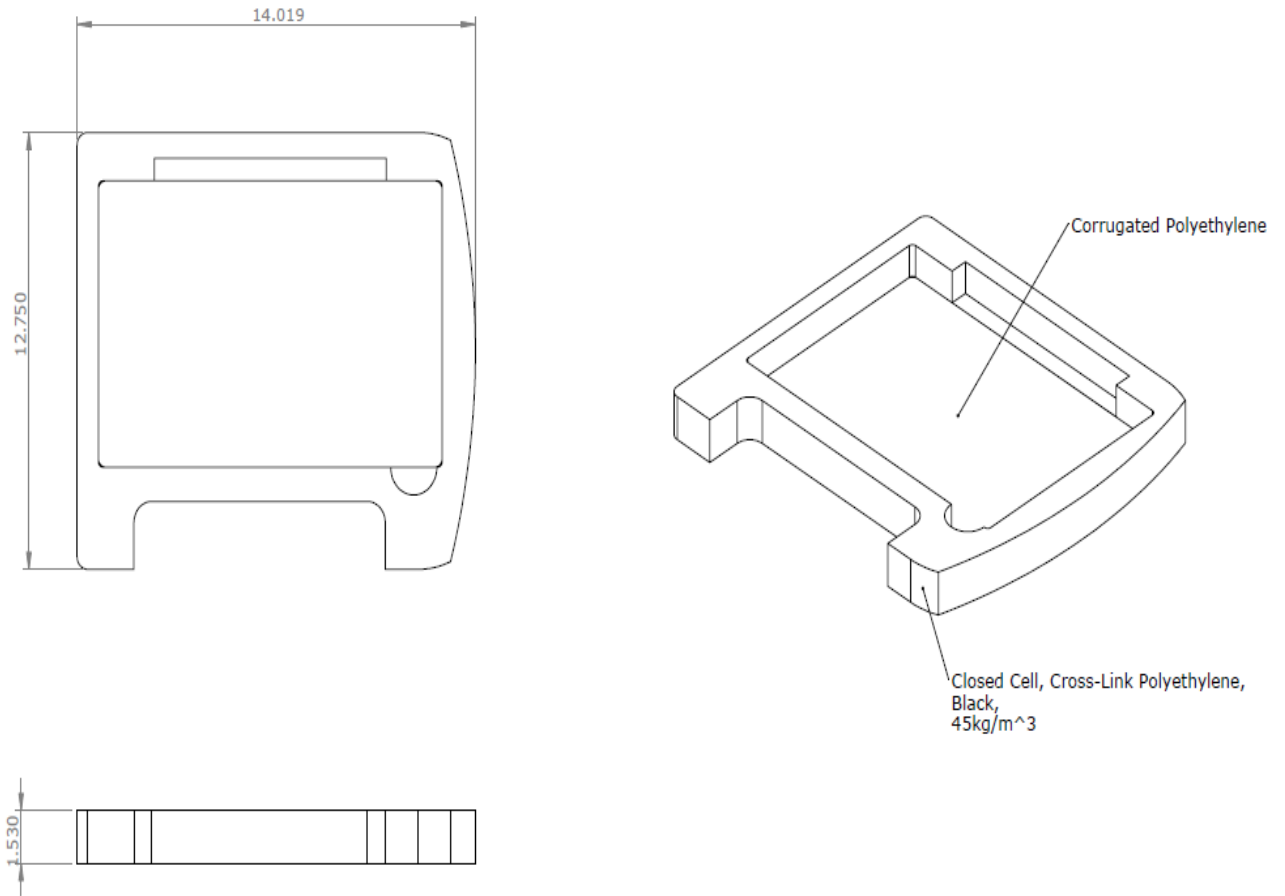
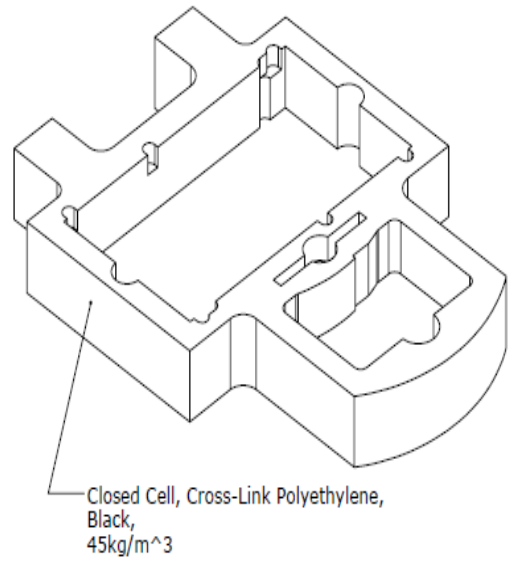
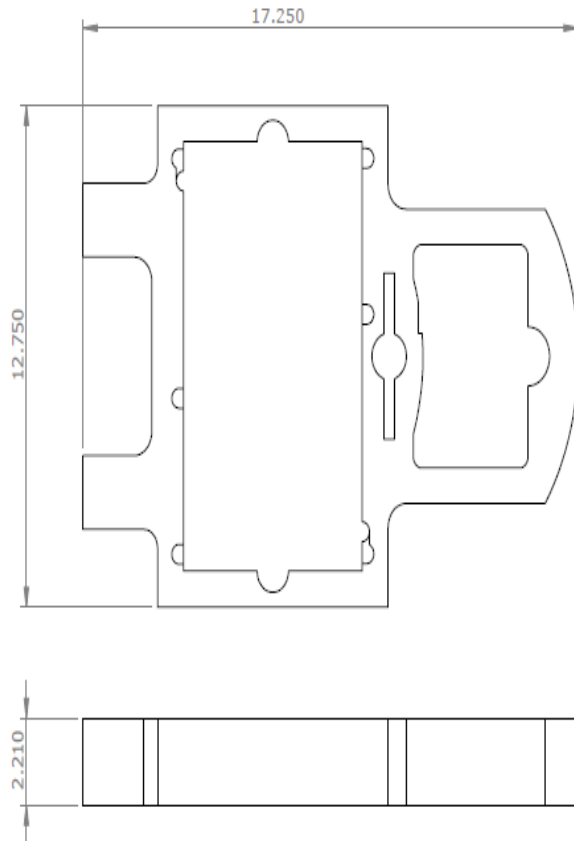
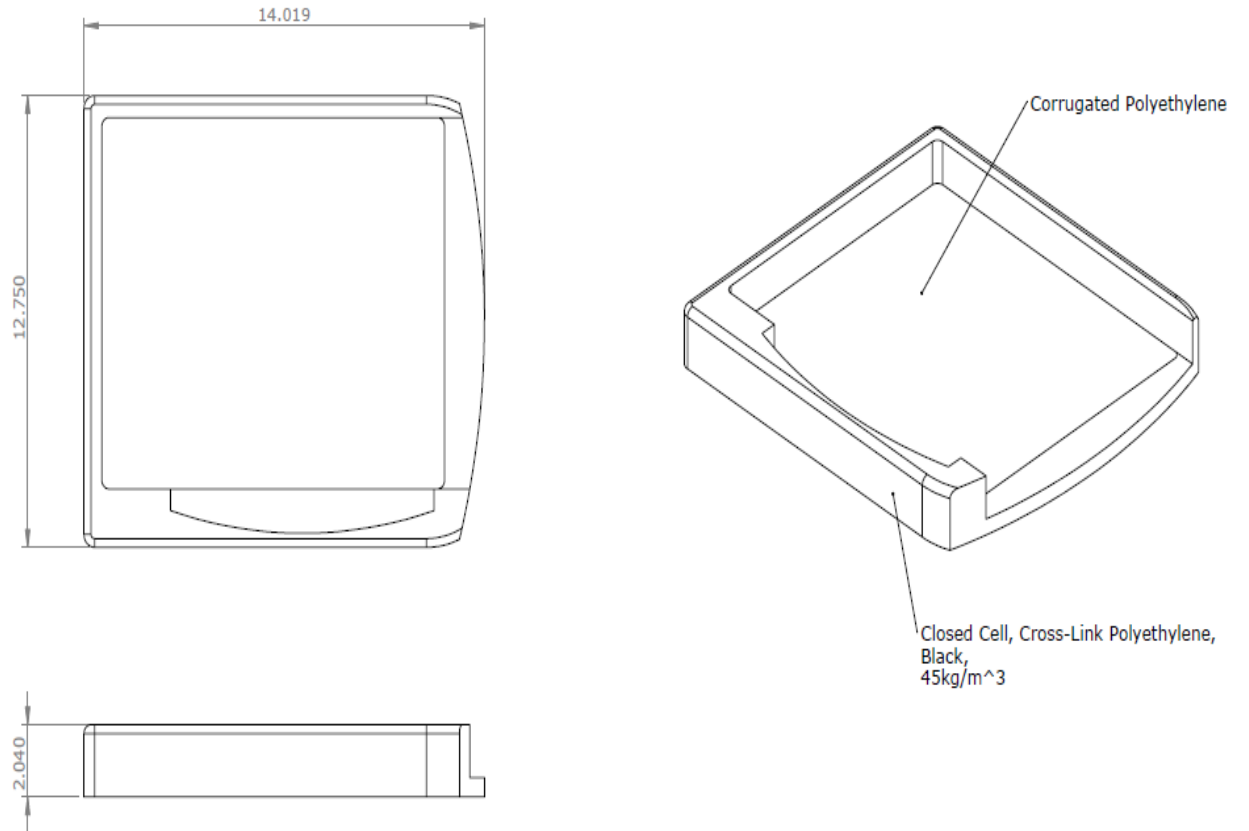


Figure 2

Backpack Insert, Sierra Wireless drawing



**Figure 3**  
**Backpack Insert, GETAC S400 Laptop drawing**



**ANNEX "B"****BASIS OF PAYMENT**

For the Ruggedized Travel Cases, Backpacks and Foam Inserts as specified in Annex "A" Requirement, bidders must submit firm prices DDP Incoterms 2010, Canadian customs duties and excise taxes included, and the applicable taxes excluded.

**Initial Deliverables**

<b>Item</b>	<b>Qty (a)</b>	<b>Unit Price (b)</b>	<b>Lot Price (c)</b> <b>(a) x (b) =(C)</b>
Ruggedized Case One	25	\$	\$ C1
Ruggedized Case Two	63	\$	\$ C2
Backpack	55	\$	\$ C3
Foam Insert Type 1	55	\$	\$ C4
Foam Insert Type 2	55	\$	\$ C5
Foam Insert Type 3	55	\$	\$ C6
<b>Total Price Initial Deliverables = C1 + C2 + C3 + C4 + C5 + C6</b>			<b>\$</b>

**Optional Year One Deliverables (1 April 2020 to 31 March 2021)**

<b>Item</b>	<b>Qty (d)</b>	<b>Unit Price (e)</b>	<b>Lot Price (F)</b> <b>(d) x (e) =(F)</b>
Ruggedized Case One	25	\$	\$ F1
Ruggedized Case Two	63	\$	\$ F2
Backpack	55	\$	\$ F3
Foam Insert Type 1	55	\$	\$ F4

Foam Insert Type 2	55	\$	\$	F5
Foam Insert Type 3	55	\$	\$	F6
<b>Total Price Optional Year 1 Deliverables = F1 + F2 + F3 + F4 + F5 + F6</b>			\$	

**Optional Year Two Deliverables (1 April 2021 to 31 March 2022)**

<b>Item</b>	<b>Qty (g)</b>	<b>Unit Price (h)</b>	<b>Lot Price (l)</b> <b>(g) x (h) = (l)</b>	
Ruggedized Case One		\$	\$	I1
Ruggedized Case Two		\$	\$	I2
Backpack		\$	\$	I3
Foam Insert Type 1		\$	\$	I4
Foam Insert Type 2		\$	\$	I5
Foam Insert Type 3		\$	\$	I6
<b>Total Price Optional Year 2 Deliverables = I1 + I2 + I3 + I4 + I5 + I6</b>			\$	

<b>Item</b>	
<b>Total Price Initial Deliverables</b>	\$ <b>J</b>
<b>Total Price Optional Year 1 Deliverables</b>	\$ <b>K</b>
<b>Total Price Optional Year 2 Deliverables</b>	\$ <b>L</b>
<b>Total Evaluated Price = J+K+L</b>	\$

**ANNEX "C" to PART 3 OF THE BID SOLICITATION**

**ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)